

**Summary of the
Program Policy and Structure Committee
and the
Proficiency Testing Committee Meeting
April 18, 1997**

The National Environmental Laboratory Accreditation Conference Program Policy and Structure Committee along with the Proficiency Testing (PT) Committee convened by teleconference on Friday, April 18, 1997 to discuss the issue of fields of testing. Dr. Kenneth Jackson and Ms. Andrea Jirka led the meeting. A list of action items is provided in Attachment A and a list of participants is given in Attachment B.

Ms. Jirka summarized where the PT Committee presently stands of fields of testing. She stated that rather than defining fields of testing by program/matrix/analyte-group, they have changed it to program/matrix/analyte. Performance on a PT sample for a methods with multiple analytes will be evaluated on positive "hits" and "non-detects".

Dr. Jackson stated that the fundamental difference between the two committees was that the Policy & Structure Committee feels accreditation should be by program-method-analyte. He stated that he had polled representatives from the states of Florida, California and New Jersey about this difference and they all agreed that labs should be accredited based on use of approved methods as is current practice in these states.. He felt that method should be in the scope of accreditation (field of testing). He also stated that none of these states evaluate PT by method. In essence, in regards to field of testing, the four states (including New York) are doing the accreditation as proposed in Chapter 1 and the proficiency testing as proposed in Chapter 2. Dr. Jackson stated that there was no compatibility problem between the two chapters.

A suggestion was made that different terms be used for "field-of-testing" as defined by the two committees. Ms. Mourrain proposed "scope of accreditation" for Program Policy & Structure and "field of testing" for Proficiency Testing. Dr. Jackson requested that the decision on a terminology change be deferred until the Program Policy and Structure Committee had sufficient time to discuss the merits.

After discussion among the members on possible PT failure and losing accreditation for all methods, Mr. Mourrain stated that the laboratories must realize they cannot use a particular method of running PT samples. There was a suggestion that this go in Chapter 1 as well as Chapter 4. Mr. George Brewer asked if anyone knew how many states are specifying the methods the labs must use? Mr. Jerry Toma is to furnish this information to Ms. Jirka and she will distribute it to the Committees.

The two Committees agreed that the two systems could be used and they are not seen as incompatible. PT will be based on program-matrix-analyte and program-method-analyte will be

used for Program Policy & Structure. Dr. Jackson stated that he would explain the decision to the Board of Directors at their meeting on April 18.

Mr. Toma suggested that there be a time frame on the reapplication for an expanded scope. Dr. Jackson stated that this would be considered by the Accreditation Process Committee and that he would contact Ms. Prevost (Chair of that Committee).

Action Items
Program Policy and Structure Committee and
Proficiency Testing Committee
April 18, 1997

Item No.	Action	Date Completed
1.	Dr. Jackson is to revise Chapter 1 to include <i>accreditation includes program-analyte-method</i> . The Program Policy and Structure Committee is to consider the terminology "scope of accreditation."	
2.	Dr. Jackson is to talk to Marge Prevost about the time frame for expansion of the scope of accreditation in Chapter 4.	
3.	The PT Committee is to rewrite Section 2.7.5 to state that accreditation status will be subject to review after the second failed PT for that analyte.	
4.	The Program Policy and Structure Committee to look at the supplementary requirements to preclude the states from coming up with their own methods.	
5.	Jerry Thoma will provide information on how many states are specifying the methods the labs must use.	

List of Participants
NELAC Program Policy and Structure Committee
Joint Meeting with the Proficiency Testing Committee
April 18, 1997

Program Policy and Structure Committee Members

Name	Affiliation	Phone Numbers
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Pauline Bouchard (Absent)	MN Dept. Of Health	Tel: 612-623-5331 Fax: 612-623-5514
Henry B. Bradford (Absent)	LA State Dept. Of Health and Hospitals	Tel: 504-568-2545 Fax: 504-568-5393
Steve Clark (Absent)	USEPA, OW	Tel: 202-260-7575 Fax: 202-260-3762
Ted Coopwood	USEPA	Tel: 202-233-9358 Fax: 202-260-9651
Marcia Davis (Absent)	Dept. Of Defense, Corps of Engineers	Tel: 402-697-2555 Fax: 402-697-2595
Robert Luna	City of Longmont Water/Waste Water	Tel: 303-651-8666 Fax: 303-682-9543
Tom McAninch (Absent)	Eastman Chemical Co.	Tel: 903-237-5473 Fax: 903-237-6395
Marlene Moore (Absent)	Advanced Systems, Inc.	Tel: 302-834-9796 Fax: 302-995-1086
Jeanne Mourrain	USEPA	Tel: 919-541-1120 Fax: 919-541-4101
Jerry Parr	Quanterra Environmental Services	Tel: 303-467-6611 Fax: 303-467-9136
Pat Royal (Absent)	Springborn Laboratories, Inc.	Tel: 508-295-2550 Fax: 508-295-8107

Attachment B

Name	Affiliation	Phone Numbers
Carolyn Cross (Recorder)	USEPA	Tel: 919-541-3151 Fax: 919-541-4101

List of Participants
NELAC Program Policy and Structure Committee
Joint Meeting with the Proficiency Testing Committee
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Names	Affiliation	Telephone Numbers
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Mr. Jerry Thoma	Environmental Health Laboratories	Tel: 219-233-4777 Fax: 219-233-8207
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